

**SOUTHLAKE COVE TOWNHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING
March 6, 2024**

CALL TO ORDER/DECLARATION OF QUORUM

- The meeting was called to order by Board Member John Larkin II at 7:05pm. The meeting was located at the Southlake Recreation Association Clubhouse, 5070 Higgins Drive, Montclair, VA 22025. A Zoom option was also available.
- Board Member John Larkin II declared a quorum.
- Board Members in attendance: In person/Zoom: Shelia Dorsey, John McCann, Guillermo Garcia, Jr., Harold Dorsey, John Larkin II
- Homeowners in attendance: Shannon M. Gates, Mark Plows
- Management in attendance: In person/Zoom: Dan Cullinane

APPROVAL OF JANUARY 10, 2024 MEETING MINUTES

- Harold Dorsey made a motion to approve the January 10, 2024 Board of Directors Meeting Minutes. John McCann seconded the motion. Motion passed unanimously.

HOMEOWNERS FORUM

- There was discussion regarding the following: parking on Southlake Blvd circle and it being a VDOT street.
- There was a homeowner complaint that led to the police being called. Police showed up at 7:36pm, homeowner had already left.

MANAGER'S AND TREASURER'S REPORT

- January 2024 Financials: cash balance in all accounts as of 1/31/24 \$1,180,268.74. Management reviewed the report which summarizes the reserve accounts and activity from 2021 to January 2024. Management reported a total reserves balance as \$1,008,073.06 as of 1/31/24.
- Management reported receiving payment from an account at collections.
- Management reported 14 accounts have been forwarded to the attorney for collections.

OLD BUSINESS

- Paving Proposals were reviewed/discussed:
 - Harold Dorsey made a motion to approve Dominion Paving & Sealing, Proposal#01097-2, \$82,650.00. John McCann seconded the motion. Motion passed unanimously.

NEW BUSINESS

- Trash Contract Proposals were reviewed/discussed:
 - John McCann made a motion to terminate Patriot Disposal with a 90 day clause and approve Disposal Services contract for \$15.00/unit/month. Harold Dorsey seconded the motion. Motion passed unanimously.
- Trash Receptacle Replacement Proposal:
 - Harold Dorsey made a motion to approve World Cleaning & Restoration's 3/5/2024 proposal, \$7750 (if concrete slabs need to be replaced/removed it will be an additional \$450 each). John McCann seconded the motion. Motion passed unanimously.

TIME, PLACE, AND LOCATION OF NEXT MEETING

- May 8, 2024 @ 7pm
- August 7, 2024 @ 7pm - BUDGET REVIEW MEETING
- November 6, 2024 @ 7pm (Annual Meeting with Regular Board Meeting immediately following)
- Location: Southlake Rec Association Clubhouse, 5070 Higgins Drive, Montclair, VA 22025, with Zoom Option

ADJOURNMENT Board Member John Larkin II entertained a motion for adjournment at 8:03p.m. John McCann made a motion to adjourn. Guillermo Garcia, Jr. seconded the motion. Motion passed unanimously.

Respectfully submitted,
Dan Cullinane, Operations Manager, At the request of the Secretary

APPROVED UNANIMOUSLY BY THE BOARD OF DIRECTORS AT THE MAY 8, 2024 BOARD OF DIRECTORS MEETING.